

**ARCHITECTS SECTION MEETING
EXAMINING BOARD OF ARCHITECTS, LANDSCAPE ARCHITECTS,
PROFESSIONAL ENGINEERS, DESIGNERS AND LAND SURVEYORS
MINUTES
MADISON, WI
WEDNESDAY, JANUARY 9, 2002
9:30 A.M.**

PRESENT: Dennis Cerreta, Arno Wm. Haering, James Otto, Mary Reavey, Karen Sathoff

STAFF PRESENT: Katharine Hildebrand, Grace Schwingel, Wayne Austin, Marlene Meyer
and Patty Williams

GUESTS: Bill Babcock, AIA Wisconsin

CALL TO ORDER

Dennis Cerreta called the meeting to order at 9:40 a.m. A quorum of 5 members was present

AGENDA

Items to be added to the agenda are: the Department Reorganization under the Administrative Report; Myra Shelton to come talk to the Section about legislative issues; the NCARB Dues Increase and Energy Conscious Architectural Monograph under NCARB; Bill Babcock, AIA under Practice Issues; and under Miscellaneous Correspondence, a letter re: Architecture Licensing Laws - Design/Build Handbook.

MOTION: Arno Haering moved, seconded by Karen Sathoff, to adopt the agenda as amended. Motion carried unanimously.

MINUTES (11/7/01)

It was noted that under the heading NCARB, the minutes should be changed to reflect that: "Wisconsin is one of 9 states that does not require continuing education credits since the Board lacks legislative authority to require continuing education credits."

MOTION: Dennis Cerreta moved, seconded by Arno Haering, to approve the minutes as amended. Motion carried unanimously.

ADMINISTRATIVE REPORT

Katharine Hildebrand, Bureau Director

- **Section Roster**

Mary Reavey's checks should be sent to the business address she has listed in the Board Roster - 200 E. Wells Street #507, Milwaukee, WI. Karen Sathoff's FAX # is not in use any more so that should be omitted from the roster.

- **Election of Officers**

The Section had their election of officers at their September 2001 meeting.

- **2002 Meeting Dates**

Meeting dates for 2002 were approved. Mary Reavey will not be able to attend the April 11, 2002 Jt. Board and Section meeting. If the Rules Committee meeting is cancelled on November 13, 2002, then the Architects Section meeting could be moved back to 1:00 p.m. on November 13th.

- **To-Do List**

Items on the To-Do list were reviewed. Bill Babcock, WI AIA, noted that NCARB is an organization of Boards from all around the country that exists for the advancement and protection of the profession.

- **Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases**

Noted.

- **Regulatory Digest**

Bill Babcock spoke briefly on the issue of electronic seals and signatures vs. wet seals. This is an issue that is being debated at the national level. There are specific criteria for the use of electronic signatures to address security issues. Any changes made to a document with an electronic seal, automatically invalidates the electronic signature. Organizations are not required to accept electronic seals, but these seals are authorized for architects to use for organizations that will accept electronic seals.

Cerreta will write a paragraph, on the administrative rule that passed dealing with the issue of electronic signatures, to be included in the Architect's Section of the Regulatory Digest.

There was a discussion on the appropriate use of the term "intern architect." The Rules Committee has approved the term "intern architect" to be used for individuals who are working towards licensure and satisfying the statute requirements for supervised work experience. By consensus, the Section authorized Hildebrand to have a scope statement drafted, as was discussed in the March 2001 meeting, relating to the issue of the use of the title "Intern Architect." It was noted that the AIA's Wisconsin Board of Directors supports allowing the use of the title "intern architect" for interns working under the supervision of a licensed architect. Hildebrand will contact NCARB for their position on this issue as well.

LEGISLATIVE ISSUES

Bill re. Experience Requirements

Myra Shelton spoke with the Section explaining legislative procedures. The Section requested a copy of the old legislation regarding education requirements, what committee it went to and the questions that were asked. Shelton will provide this information and prepare a letter requesting a sponsor to introduce a bill dealing with the architectural education requirements this session.

ADMINISTRATIVE RULES

Noted.

NCARB

Position on Experience Requirements, Dues Increase & Energy Conscious Architecture Monograph

There was a lengthy discussion on NCARB's proposed dues increase from \$3,000 to dues that would be \$6,000 or \$7,000 annually for the Board to be a member board of NCARB. The Board was strongly opposed to the dues being doubled and questioned whether or not there would be a corresponding increase in services for this exorbitant increase in dues. The Section is in favor of having Wisconsin raise licensure fees to cover increased costs and to provide better service.

The Section went through NCARB's Survey regarding the dues increase. The Section felt the questions were slanted to get the answers NCARB wanted. Hildebrand will submit this survey to NCARB along with a letter expressing the Section's concerns.

MOTION: Mary Reavey moved, seconded by Arno Haering, to authorize Hildebrand to write a cover letter to be sent along with the survey explaining that the Section could not answer questions #9 and #10 until we get a list of proposed services provided by NCARB and the breakdown of costs for those services. Motion carried unanimously.

The Section reviewed the flyer from NCARB that was included in the red folder on Energy-conscious architecture Monograph.

EXAMINATION ISSUES

None

SECTION MEMBER ACTIVITY

None

PRACTICE ISSUES

AIA Continuing Education

MOTION: James Otto moved, seconded by Arno Haering, to request the Department's Legislative Liaison, Myra Shelton, to initiate legislation to authorize the Board to formulate continuing education requirements. Motion carried unanimously.

MISCELLANEOUS CORRESPONDENCE/INFORMATION

The Section members reviewed the letter dated 1/2/02 from David Engdahl, AIA regarding Architectural Licensing Laws.

The Section members would like to receive a brief summary description with their agenda packet on cases they are to make decisions on, giving them a brief background of the original disciplinary action.

NEW BUSINESS

None

CONVENE TO CLOSED SESSION

MOTION: Dennis Cerreta moved, seconded by Mary Reavey, to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and to confer with legal counsel (s. 19.85(1)(G), Stats. Motion carried by a roll call vote: Dennis Cerreta-yes, Arno Haering-yes, James Otto-yes, Mary Reavey-yes and Karen Sathoff-yes.

Open Session recessed at 1:50 p.m.

RECONVENE TO OPEN SESSION

MOTION: Mary Reavey moved, seconded by Karen Sathoff, to reconvene into open session at 2:00 p.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION

PENDING APPLICATIONS

MOTION: Mary Reavey moved, seconded by James Otto, to approve the application of Joseph Novitsky. Motion carried unanimously.

REINSTATEMENT REQUESTS

MOTION: Mary Reavey moved, seconded by James Otto, to approve the reinstatement requests of Robert Andren (Santa Fe, NM), David Cockrill (Knoxville, TN) and Michael Flynn (Kalamazoo, MI). Motion carried unanimously.

MONITORING REPORT

MOTION: Karen Sathoff moved, seconded by James Otto, to approve Charles Novak for limited practice in the State of Wisconsin. Motion carried unanimously.

SUCH OTHER ITEMS AS AUTHORIZED BY LAW

Arno Haering had some questions regarding the Department's reorganization plans in response to the revised organization chart board members received.

MOTION: Karen Sathoff moved, seconded by Mary Reavey, to authorize Arno Haering to write a letter on behalf of the Board to Secretary Herrera with questions the Section has and to invite Secretary Herrera to address these concerns at the Joint Board's next meeting.

ADJOURNMENT

MOTION: Mary Reavey moved, seconded by James Otto, to adjourn the meeting at 2:10 p.m. Motion carried unanimously.

Next Meeting: Thursday, April 11, 2002

(can't get rid of this line)

DATE: February 27, 2002
TO: Katharine Hildebrand
FROM: Grace Schwingel
SUBJECT: ARCHITECT SECTION, January 9, 2002, TO DO LIST

1. **Schwingel** will make the necessary amendments to the minutes of 11/7/01 and see that Mary Reavey's check is sent to the business address listed on the Board Roster.
2. **Cerreta** will write a paragraph, on the administrative rule that passed dealing with the issue of electronic signatures, to be included in the Architect's Section of the Regulatory Digest.
3. By consensus, the Section authorized **Hildebrand** to have a scope statement drafted, as discussed in the March 2001 meeting, relating to the issue of the use of the title "Intern Architect." **Hildebrand** will contact NCARB for their position on this issue as well.
4. The Board members would like to receive a brief summary description from **DOE** with their agenda packet on cases they are to make decisions on, giving them a brief background of the original disciplinary action.
5. **Shelton** will provide information on the old legislation regarding education requirements, what committee it went to and the questions that were asked. **Shelton** will also prepare a letter requesting a sponsor to introduce a bill dealing with the architectural education requirements this session.
6. **Hildebrand** will submit the survey from NCARB along with a letter expressing the Section's concerns about some of the questions and the exorbitant increase in dues.

The Board members would like to receive a brief summary description with their agenda packet on cases they are to make decisions on, giving them a brief background of the original disciplinary action.